

Minutes of the Public Works Committee

Thursday, June 14, 2018

Chair Swan called the meeting to order at 8:30 a.m.

Present: Supervisors Dave Swan (Chair), Jennifer Grant, Keith Hammitt, Darlene Johnson, Richard Morris, Tom Schellinger, and Steve Whittow.

Also Present: Legislative Policy Advisor Sarah Spaeth, Landscape Architect Stephen Siodlarz, Facilities Manager Shane Waeghe, Facilities Supervisor Javier Ramos, Senior Civil Engineer Karen Braun, Public Works Director Allison Bussler, Airport Manager Kurt Stanich, Programs and Projects Analyst Matt Grenoble, Ashley Pridemore from Strand Associates, Supervisor Mike Crowley, Budget Management Specialist Bill Duckwitz, and Principal Assistant Corporation Counsel Kim Haines.

Approve Minutes of May 10, 2018 & May 22, 2018

MOTION: Morris moved, second by Johnson to approve the minutes of May 10. Motion carried 7-0.

MOTION: Hammitt moved, second by Morris to approve the minutes of May 22. Motion carried 7-0.

Executive Committee Report of May 14, 2018

Swan advised the Executive Committee elected Peter Wolff as secretary and they approved the scope for the Information Systems Division audit, the Internal Audit Work Plan, three ordinances, and ten appointments.

Future Meeting Date

- Thursday, July 12, 2018

Legislative Update

Spaeth updated the committee on State study committee membership.

Discuss and Consider Bid for PLU 18-05 2018 UW-Waukesha Site Infrastructure Improvements

Siodlarz discussed this item as outlined in their memo. After reviewing the proposal forms and bid amounts, their consultant, Baxter and Woodman, Inc, and department staff are recommending that the contract be awarded to Poblocki Paving Corp. in the lump sum amount of \$211,517. Based on information submitted on the proposal form, Poblocki Paving Corp. has stated that they can complete the work within the County's schedule, has completed the non-collusion affidavit, and has demonstrated sufficient qualifications and responsibility for this project. He went on to review the bid tabulations and noted sufficient funds for this contract are available in the 2018-19 Capital Project budget.

MOTION: Schellinger moved, second by Whittow to approve the bid for PLU 18-05 2018 UW-Waukesha Site Infrastructure Improvements. Motion carried 7-0.

Discuss and Consider Bid 201808 Building Automation Upgrades

Ramos discussed this item as outlined in their memo. Waukesha County's building automation system that tracks and controls HVAC, lighting, and energy consumption of Waukesha County buildings has Jace controllers that need to be upgraded. These controllers are essentially computers that provide the

connectivity and programming of our systems. Five controllers are either too old and becoming obsolete or are underpowered and are not able to keep up with the demands of the buildings' equipment and programming. Facilities Management has bid out the work to furnish and replace five Jace controllers. Three contractors attended the pre-bid walkthrough. The County's current building automation controls contractor was the only one to respond. They have done previous work of like and kind. Based on the information submitted on the proposal form, CBRE ESI has stated that they can complete the work within the County's schedule, they completed the non-collusion affidavit, and demonstrated sufficient qualifications and responsibility for this project. After reviewing the proposal and bid amounts, staff are recommending the contract be awarded to CBRE ESI in the sum amount of \$27,852. Ramos went on to review the bid tabulations.

MOTION: Schellinger moved, second by Johnson to approve the bid for 201808, Building Automation Upgrades. Motion carried 7-0.

Discuss and Consider Bid for Ice Arena Locker Room Door Replacements

Grimm said after reviewing the proposal forms and bid amounts, the department is recommending that the contract be awarded to La Force, Inc. for a total of \$17,150 at Eble Ice Arena and \$16,490 at Naga-Waukee Ice Arena. This project involves removing and replacing four existing locker room fire-doors at Eble and five at Naga-Waukee. Based on information submitted on the proposal form, La Force has the ability to complete their work within the County's schedule, they completed the non-collusion affidavit, and demonstrated sufficient qualification and responsibility for the project. Grimm went on to review the bid tabulations.

MOTION: Hammitt moved, second by Johnson to approve the bid for the Ice Arena locker room door replacement. Motion carried 7-0.

Discuss and Consider Ordinance 173-O-020 Laying Out, Relocation And Improvement Of County Trunk Highway I, Ehr Drive To Point Drive, Waukesha County – Project I.D. 3773-01-0

Braun discussed this ordinance which authorizes the laying out, relocation and improvement of CTH I between Ehr Drive and Point Drive in the Town of Mukwonago.

MOTION: Hammitt moved, second by Whittow to approve Ordinance 173-O-020. Motion carried 7-0.

Discuss and Consider Ordinance 173-O-021 Approve First Amendment To Spring City Aviation, Inc. Operating Agreement

Bussler and Stanich discussed this ordinance which amends an existing agreement between the County and Spring City Aviation, Inc. (herein, "Spring City") signed in 2015. Under the current contract, the County agreed to allow Spring City to perform multiple aeronautical services at the County airport. Spring City agreed to build a new hangar by July 8, 2018 or the County would terminate its aeronautical service-providing rights and Spring City would be required to pay the County three years' worth of land lease payments for the hangar lot, estimated at about \$40,000.

It was noted that Spring City will not be able to meet this deadline for hangar construction but indicated that the company is making efforts to meet this obligation. This agreement would extend the deadline for Spring City to enter into a land lease agreement for the new hangar to August 31, 2018 with 90 subsequent days to commence construction and completion by July 31, 2019. The new land lease agreement is expected to generate an additional \$14,000 annually for the airport. If Spring City does not meet the above deadlines, its authority to provide aeronautical services would cease and it

would be required to pay the three years' worth of land lease payments to the County as specified in the original contract. The existing agreement term is through July 7, 2020, with the option for two consecutive five-year extensions. Stanich noted they own five hangars.

MOTION: Schellinger moved, second by Johnson to approve Ordinance 173-O-021. Motion carried 7-0.

Discuss and Consider Ordinance 173-O-022 Approve Aircraft Maintenance Hangar Lease Agreement with Plane Safe Aircraft Maintenance, Inc. At Waukesha County Airport/Crites Field

Bussler and Grenoble discussed this ordinance which authorizes the County to enter into a ten-year lease agreement (July 1, 2018 through June 30, 2028) with the option to extend for two consecutive five-year periods to lease hangar space for Plane Safe Aircraft Maintenance, Inc. (herein, "Plane Safe") to continue providing aircraft airframe, engine, and accessory maintenance and repair services.

Under this agreement, Plane Safe would lease 11,825 square feet of hangar space at \$1.79 per square foot annually, for \$21,167. This rate is consistent with what was charged during the short-term lease. The County will retain 190 square feet of hangar space for storage until airport management can arrange alternative storage upon which Plane Safe will pay an additional \$340 annually. Land lease payments under this agreement are the same as the previously-agreed-upon short-term lease agreement, so there is no direct tax levy impact.

MOTION: Hammitt moved, second by Morris to approve Ordinance 173-O-022. Motion carried 7-0.

Presentation of the 2017 Annual Airport Report

Stanich discussed the annual report as outlined including activities, highlights, total aircraft operations, regional comparisons, hangar development, economic impact, tax revenues, fuel flowage, and budget information.

MOTION: Hammitt moved, second by Morris to accept the 2017 Annual Report of the Airport. Motion carried 7-0.

Report on Wisconsin County Highway Association 2018 Summer Road School Highway Conference

Swan and Spaeth updated the committee on sessions they attended at the WCHA Conference including autonomous vehicles, state legislation, DOT funding sources, and a presentation from DOT Secretary Ross.

MOTION: Hammitt moved, second by Johnson to adjourn at 10:11 a.m. Motion carried 7-0.

Respectfully submitted,

Darlene M. Johnson

Darlene M. Johnson
Secretary